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THE

HELPING HAND;

OR,

PRUDENTIAL REGULATIONS,

FOR

THE USE OF LOCAL CHURCHES

ADOPTED BY

The _____
Church, at _____
_____ County, in the State of _____,
_____ 18____

The Annual Sessions of the Church shall be held
on _____ before the _____
Sabbath in _____, or as soon
as possible.

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FOR

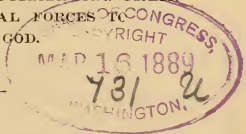
THE USE OF LOCAL CHURCHES.

EMBRACING

COVENANT OF CHURCH ORGANIZATION, FORMULAS FOR THE
RECEPTION OF MEMBERS, PROGRAM OF CHURCH BUSINESS,
PRINCIPLES OF CHURCH ORDER AND DISCIPLINE,
CHURCH OFFICERS AND COMMITTEES WITH
THEIR RESPECTIVE DUTIES, TOGETHER
WITH OTHER MISCELLANEOUS
REGULATIONS, ETC.,

DESIGNED TO

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14
AID IN THE ORGANIZATION OF CHURCHES, AND IN SYSTEMA-
TIZING THEIR WORK SO AS TO UTILIZE ALL THEIR
FINANCIAL AND SPIRITUAL FORCES TO
THE GLORY OF GOD.

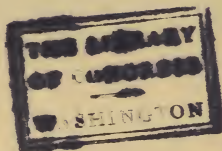


BY REV J. P. DAUGHERTY,
OF RIPLEY, OHIO;

AUTHOR OF "THE CHRISTIANS AND THEIR SPECIAL WORK."

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1889.

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PREFACE.



In the preparation of the following work, the author has availed himself of all the helps within his reach, especially that of Dr. Barnes' "Notes on the New Testament;" yet, he has not the vanity to think that, in a document like this, he can satisfy every individual mind. Hence, he presents this little book to the brotherhood in Christ, simply as a "Helping Hand" in the work of organizing local churches and systematizing their efforts for the promotion of Christ's kingdom—assisting them in successfully utilizing all their financial and spiritual forces to the glory of God and the salvation of souls; hoping and praying that God's blessing may attend its humble mission.

J. P. DAUGHERTY.

DEDICATION.



The following treatise is humbly and respectfully dedicated to the Christians everywhere, and most heartily commended to all local churches standing upon a congregational basis of organization.

J. P. DAUGHERTY.



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PRUDENTIAL REGULATIONS.

PART FIRST.

COVENANT OF CHURCH ORGANIZATION, FORMULAS FOR
THE RECEPTION OF MEMBERS, AND PROGRAMME OF
CHURCH BUSINESS.

ARTICLE I.

COVENANT OF CHURCH ORGANIZATION.

We, whose names are hereunto subscribed, desiring to organize, establish and perpetuate a..... church at....., county, in the state of....., and being assisted by Elders and, do hereby solemnly and prayerfully covenant and agree to unite ourselves together in church capacity for the promotion of mutual love and fellowship in Christian work; taking the Bible as our all-sufficient and only standard of religious faith and duty;¹ the Lord Jesus Christ—the “Head of the Church”—²as our only “Leader and Commander;”³ and “Christian”⁴ as the only name by which his followers are to be distinguished, not from each other, but from all others. Also, accepting Christian character,⁵ or vital piety, when manifested to us,⁶ as our only test of Christian fellowship and church membership; and realizing that the success of the church depends upon the consecration of its individual membership, we further covenant together that we will attend the services of this church when

reasonably in our power to do so, contribute to its support according to our several ability,⁷ and labor together to maintain its peace and harmony; extending a cordial welcome to all applicants who are willing, sincerely and candidly, to “confess Christ before men,”⁸ subscribe to this covenant in good faith, and unite with us in Christian work for the promotion of our Savior’s kingdom.

¹ II. Tim. 3: 16, 17. ² Eph. 5: 23. ³ Isa. 5: 4. ⁴ Acts 11: 26; Isa. 62: 2. ⁵ Acts 10: 34, 35. ⁶ Matt. 16, 20; 10: 32; Rom. 15: 7. ⁷ I. Cor. 16: 1, 2, 9, 7-14. ⁸ Matt 10: 32.

NAMES OF THE ORIGINAL MEMBERS

Subscribed , 18....

[Under this heading in the church-book, subscribe the names of the organizing or re-organizing members, as the case may be]

[NOTE—“The Church Record,” on sale at the Christian Publishing House, Dayton, Ohio, is here recommended to each church clerk.]

NAMES OF MEMBERS RECEIVED BY THE CHURCH.

[Under this heading in the church-book write these names, giving proper date for each.]

[NOTE.—1. The blanks throughout this work can be readily filled to meet the wants of any local church. 2. This covenant as it is, or amended, if need be, with blanks properly filled, should be copied into the church-book, under which all the members’ names should be correctly written in the order above suggested. 3. Any church may re-organize at any time under this covenant (slightly changed to suit the case), fixing a day for its annual election, and appointing its officers and committees to serve until that time, or one year longer. 4. On re-organizing a church, all the members should, if possible, be requested to subscribe their names, or cause them to be subscribed to this covenant (worded to suit the case); then, if a majority consent and do so, without changing the denominational basis of the church, the re-organization will hold the church property]

ARTICLE II.

SECTION 1. *Formula for the reception of members by confession **

After suitable remarks, the pastor [any minister,

deacon or elder may officiate], standing before the applicant in the presence of the congregation, will request him to stand to his feet. Then, presenting the Bible, and requesting him to place his hands upon it, he will ask :

Do you believe with all your heart that Jesus Christ is the only begotten Son of God ? (Ans. I do.)

Do you accept him as your personal Savior, and steadfastly trust him for salvation ? (Ans. I do.)

Do you now give your sacred pledge, in the presence of God and this congregation, that you will take the Bible as your all-sufficient and only standard of religious faith and duty, promising to live obedient to its requirements according to the best of your understanding and ability ; and that you will attend the services of this church when reasonably in your power to do so, support its righteous enterprises, and labor for the salvation of souls, so far as you are able, the Lord helping you ? (Ans. I do)

The pastor will then remove the Bible and say :

Dear brother (or sister), inasmuch as you have thus solemnly pledged your allegiance to Christ, and your fidelity to this church, I do, in behalf of the church, pledge to you the benefits of its sympathy and fellowship ; in token whereof, I now take you by the hand [extending the hand], bid you a hearty welcome to our association, and declare you entitled to all the rights and privileges of membership in the church.

“The Lord bless thee, and keep thee” true to the sacred vows of this religious consecration. The Lord “Preserve thee unto his heavenly kingdom,” and bless thee forever. Amen. [When all have been received the pastor should offer prayer, and then present to each of the newly-received members a pocket Bible or New Testament, and a copy of the “ Helping Hand ”—the church having provided them for that purpose]

The clerk having now correctly taken the names of the new members, will, if so desired, read them aloud, after which the pastor will request the members of the church, and all other followers of Christ present, to extend the hand of fellowship to them.

*No objection should be called for, or entertained, against an applicant for anything he has done, or failed to do, prior to his confession of Christ and promise of obedience to his holy will; because, by this sacred promise, he pledges himself to right the past wrongs of his life so far as he is able; and this promise being made with evident candor, should be received in good faith without objection.

Note 1—Should the foregoing formula be used by the pastor of any church which includes baptism in its test of fellowship, he will extend the hand of congratulation, and omit the receiving paragraph till after the applicant shall have been baptized.

Note 2—Any one confessing Christ without joining the local church, should receive a certificate of the same from the pastor. He should also give certificates of baptism.

SEC. 2. *Formula for the reception of members by letter, or other commendation.*

On the presentation of a letter by an applicant, the pastor will read it aloud, and then call for objections;* and, if none be made, he will request the applicant to stand to his feet, and will say :

Dear brother (or sister), your letter of commendation assures us that you have pledged your allegiance to Christ and his holy Word.

Do you now give your sacred pledge, in the presence of God and this congregation, that you will attend the services of this church, support its righteous enterprises, and labor for the salvation of souls, so far as you are able, the Lord helping you? (Ans. I do.)

The pastor will then say :

Dear brother (or sister), inasmuch as you have thus assured us of your allegiance to Christ, and have solemnly pledged your fidelity to this church, I do, in behalf of the church, pledge to you the benefits of its sympathy and fellowship; in token whereof I now

take you by the hand [extending the hand], bid you a hearty welcome to our association, and declare you entitled to all the rights and privileges of membership in the church.

“The Lord bless thee, and keep thee” true to the sacred vows of this religious consecration. The Lord “Preserve thee unto his heavenly kingdom,” and bless thee forever. Amen.

The pastor and clerk should now proceed as directed in the preceding formula.

*On the presentation of a letter by an applicant, an objection may be entertained and considered by the church, on the ground that a letter might possibly *be known*, by the objector, to be held by an unworthy person. The case should be referred to the spiritual committee for investigation, and should the objection prove insufficient, or be harmoniously removed, the applicant should then be received as above directed.

ARTICLE III.

PROGRAM OF CHURCH BUSINESS.

SECTION 1. *Quarterly session.*

1. Devotional exercises and testimonies.
2. Reading and adoption of minutes.
3. Unfinished business.

- | | | |
|--------------------------|---|-----------------------|
| 4. Reports of committees | { | Pastoral Committee. |
| | | Financial Committee. |
| | | Spiritual Committee. |
| | | Conference Delegates. |
| | | Special Committees. |

- | | | |
|------------------------------|---|------------|
| 5. Reports of officers . . . | { | Trustees. |
| | | Treasurer. |
| | | Clerk. |
| | | Deacons. |

6. Appointment of special committees.
7. Miscellaneous business.
8. Adjournment with benediction.

SEC. 2 For annual session use the above program, adding the election of regular committees and officers next after No. 6.

[NOTE—Each member should take the “Helping Hand” to every business meeting of the church. One copy should remain on the stand in each church.]

PART SECOND.

PRINCIPLES OF CHURCH ORDER AND DISCIPLINE, EMBRACING THE DUTY OF DISAGREEING PARTIES IN THE CHURCH TOWARD EACH OTHER, AND OF THE CHURCH TOWARD THEM AND OTHER DISORDERLY MEMBERS.

ARTICLE I.

DUTY OF THE OFFENDED OR INJURED PARTY.

SECTION 1. The offended or injured party should *seek* reconciliation with the offender by telling him his fault alone—privately. (Matt. 18: 15-17.)

Reasons.

1. In order to give the offender the most favorable opportunity for an explanation, if he is not guilty, but only *supposed* to be.

2. To give him the most favorable opportunity for confessing his fault and righting the wrong, if he *is* guilty.

3. To admonish him, in the most effectual way, to forsake his sins and live a Christian life, and thus gain him as a brother in Christ.

SEC. 2. The offended party should continue to *seek* reconciliation by taking one or two with him—persons in whom the offender has confidence—in case he can not be reconciled privately.

Reasons.

1. That the offender may be induced to listen to them and comply with reasonable terms of reconciliation.

2. That, should the offender refuse to hear them, they may be reliable witnesses of his conduct when his case comes before the church.

SEC. 3. The offended party should continue to *seek* reconciliation, by telling it to the church or spiritual committee, in case the offender will not hear those witnesses.

Reasons.

1. That the offender may be again admonished and entreated; and, if possible, reformed—reconciled to his brother and retained in the church.

2. That, if he will not hear the church, he may be to the members as a heathen man—an outsider—separated from fellowship in the church, “put away from among them,” as unworthy of their confidence, that, peradventure, his “spirit may be saved in the day of the Lord Jesus” (I. Cor. 5: 5, 13.)

ARTICLE II.

DUTY OF THE OFFENDER.

SECTION 1. The offender should *seek* reconciliation with the offended or injured party by seeking an interview with him privately. (Matt. 5: 23, 24.)

Reasons.

1. To make an explanation to him if the offense was not intended, and thus to disabuse the mind of the offended party, and be at peace with him.

2. To confess the wrong and make restitution or satisfaction, if guilty, and thus be reconciled together.

3. To prepare the heart for acceptable worship.

SEC 2. Should the offender fail to effect a reconciliation with the offended or injured party, after having done all he could reasonably do in a private interview, he then becomes the offended party himself, and should further proceed as directed in Sections 2 and 3 of the preceding Article.

ARTICLE III.

DUTY OF THE CHURCH TOWARD DISORDERLY MEMBERS.

SECTION 1. When the disagreement of two or more members becomes publicly known to the church,

and *they will not seek* reconciliation with each other, then the church should, through its spiritual committee, *seek* to restore them, as disorderly members, to peace and fellowship.

Suggestion.

The work should be done in the spirit of meekness," each acting as he would wish that others should act toward him. (Gal. 6 : 1 ; Matt. 7 : 12.)

SEC. 2. If the spiritual committee fail to restore publicly disagreeing parties to fellowship with each other, and they continue at variance, then the church should bring them to an account for their disorderly conduct.

Suggestion.

In thus dealing with them, the church should act through a special committee, chosen by the body, or by the parties with consent of the church, to investigate the case, and whose decision should be made final. (I. Cor. 6 : 4, 5, and 2 : 15 ; II. Thes. 3 : 16, 14)

SEC. 3. When a member of the church is known to walk disorderly in *any* way, the church, through its spiritual committee, should *seek* to restore such in the "spirit of meekness." (Gal. 6 : 1.)

SEC. 4. If the wayward or disorderly member can not be reformed or restored, then the church should withdraw fellowship from him, and order the clerk to note him on the record as dismissed for disorderly conduct. (II. Thes. 3 : 6, 14 ; I. Cor. 5 : 5, 13.)

Remark.

In the preceding principles of discipline, it will be seen that the remaining members of the church do not inflict any positive punishment on the offender by withdrawing their fellowship from him.

They leave him unmolested in all his rights as a man, a citizen, a neighbor, a husband, a father, etc., and simply cease to recognize him as a Christian brother. They simply dismiss him from their fellowship as a brother in Christ.

PART THIRD.

OFFICERS OF A WELL-ORGANIZED CHURCH AND THEIR RESPECTIVE DUTIES.

ARTICLE I.

One ordained Elder or Pastor, whose time of service shall commence as per agreement with the church, through its pastoral committee, and expire as per said agreement, or for cause, or upon his resignation, accepted by said committee. (Phil. 1:1; I. Peter 5:1-3.)

SECTION 1. It shall be the duty of the pastor to preside over the body (the church) in all its deliberations, unless it shall consent to elect one of its own members to do so. (I. Thes. 5:12, 13)

SEC. 2. It shall be his duty to visit the sick and infirm, and to "Feed the flock of God; . . . taking the oversight thereof" according to the Gospel, and to see that all the officers and committees of the church faithfully [perform the duties, respectively, assigned them. (I. Peter 5:2, 3; I. Tim. 3:1-7.)

SEC. 3. It shall be his duty to faithfully comply, on his part, with the conditions of the contract made between him and the pastoral committee, and recorded in the church-book.

SEC. 4. It shall be his duty to consult with the officers and committees of the church, when so desired by them, in regard to all the interests of the organization.

SEC. 4. It shall be his duty to officiate, in behalf of the church, in receiving applicants to membership.

SEC. 6. It shall be his duty to administer the ordinances of the church according to the Gospel.

SEC. 7. It shall be his duty to see that the church faithfully comply with all the requirements of the Conference of which it is a member.

[NOTE—Should a pastorate be formed, the pastoral committees of the united churches, or their secretaries, will form one pastorate board.]

ARTICLE II.

Deacons, not less than two nor more than....., each one of whom shall be chosen or elected* by the church, and ordained according to the Gospel; and shall continue in office as long as he shall remain in fellowship with the church, "using the office of a deacon well," or until he be promoted to the ministry, or his resignation be accepted by the church. (Acts 6: 1-6; Phil. 1: 1; I. Tim. 3: 13.)

SECTION 1. It shall be the duty of the deacons to see that the emblems of the communion are furnished, and to assist the pastor in ministering at the "Lord's Supper."

SEC. 2. It shall be the duty of the oldest deacon present at any meeting or session of the church to officiate in receiving applicants into membership, in the absence of the pastor or other elder or minister.

SEC 3. It shall be the duty of the deacons to visit the sick, and to see that every member, when sick, is properly cared for; and to render every assistance reasonably in their power to give comfort to the poor and destitute of the church, and to see that their temporal wants are supplied from the relief fund of the church when necessary.

SEC. 4. It shall be their duty to report to the church, at each quarterly session, their work, and the secular necessities of any of its members which demand attention, so far as they have been able to learn, suggesting means of relief.

*In all elections a majority of the members present and voting shall be necessary for the choice of an officer or committeeman, and for any decision except amendment.

SEC. 5. As “spiritual” brethren, their further duties will be identified with those of the spiritual committee. (See page 25.)

ARTICLE III.

One Clerk or Scribe, who shall be elected at each annual* session of the church, and shall continue in office (except for cause) until his successor shall be elected, or his resignation be accepted by the church.

SECTION 1. It shall be the duty of the clerk to keep a fair and impartial record of all the proceedings of the church, including the enrollment of all the members' names, with proper dates, stating whether they were received by confession, or by commendation, giving dates of baptisms, deaths, dismissals, etc., and to write all articles of agreement, notes, orders, letters, reports to Conference, etc., for the church in its collective capacity.

SEC 2 It shall be his duty to officially sign all obligations, letters of commendation and correspondence, reports to conference, etc., given or ordered by the church in its collective capacity, and to perform such other duties as the church may require, or as usually pertain to the office of clerkship—such as the reading of minutes, papers, letters, petitions, resolutions, etc.

SEC 3. It shall be his duty to determine the financial condition of the church from the reports of the treasurer, trustees and financial committee (showing discrepancies between them, if any), and report the same at each quarterly session.

SEC. 4. It shall be his duty to make out a correct report of the church to Conference annually, such as the Conference may require, to be adopted by the church and copied into its records.

*Should any church prefer to elect any of its officers or committees biennially, the clerk can erase the word “annual” and write or print the proper word in the margin.

SEC. 5. It shall be his duty to record the contract between the pastor and the pastoral committee in the church-book, and to provide duplicates of the church roll for the benefit of the pastor and all the secretaries.

SEC. 6. It shall be his duty to write or print the names of all the officers and committeemen of the church, in legible form, immediately after each annual election, leaving a copy of the same in some convenient place in the church for the benefit of all concerned.

SEC. 7. It shall be his duty to report the statistics of the church at each annual session, including the number added, dismissed and deceased, together with the aggregate increase or decrease, and present number of its membership; and to read publicly, at the same session, the names of all who remain in good standing and fellowship in the church.

ARTICLE IV.

One Treasurer, who shall be elected at each annual session of the church, and shall continue in office (excepting for cause) until his successor shall be elected, or his resignation be accepted by the church.

SECTION 1. It shall be the duty of the treasurer to receive and hold all moneys of the church, receipting for the same, and giving proper credits, according to the purpose for which each deposit is to be used; and to pay all orders officially signed by the financial secretary or secretary of the board of trustees, and no others.

SEC. 2. It shall be his duty to keep a full and correct account of all moneys received and paid out, and for what purpose, showing the balance on hand for each department of expense, and the total balance, and to report the same to the church at each quarterly meeting; and to perform such other duties, in connection with his office, as the church may require.

ARTICLE V.

..... *Trustees*, each one of whom shall be elected by ballot annually, after the first annual election held by the church, and shall continue in office (excepting for cause) until his successor is elected, or his resignation be accepted by the church.

SECTION 1. It shall be the duty of the trustees to appoint one of their number as chairman, and one as secretary of the board.

SEC. 2. It shall be their duty to hold in trust all the real estate of the church, and to see that the same is properly cared for and kept free from all encumbrances, if possible.

SEC. 3. It shall be their duty to raise, or cause to be raised, if possible by subscription (filed with and copied into their book of accounts), or by the sale of real estate belonging to the church, or otherwise, a sufficient amount of money for the purpose of making purchases, building, repairing, etc., when ordered to do so by the church, and to deposit the same in the hands of the treasurer, taking his receipt.

SEC. 4. It shall be their duty to make purchases, build, repair, etc., so far as the means furnished them will justify, when ordered to do so by the church.

SEC. 5. It shall be their duty to give orders on the treasurer, officially signed by their secretary, for the amounts due to claimants under their jurisdiction.

SEC. 6. It shall be their duty to report to the church, quarterly, the condition of the property in their trust, also their official contracts and work, including money raised and paid out, and the balance on deposit; also the amount due the church and from whom, the amount the church owes and to whom, showing the financial condition of the church in their department, and making such inquiries and suggestions as they may deem best.

[NOTE.—General official meetings may be held at the call of the pastor or presiding officer of the church.

PART FOURTH.

COMMITTEES AND THEIR RESPECTIVE DUTIES, TOGETHER WITH MISCELLANEOUS REGULATIONS.

ARTICLE I.

A Financial Committee or Board of Stewards, consisting of members of the church having good judgment and financial ability, who shall be elected at each annual session of the church, and shall continue in office (excepting for cause) until their successors shall be elected, or their resignation be accepted by the church.

SECTION 1. It shall be duty of the financial committee to appoint one of its number as chairman, and one as secretary of the board.

SEC. 2. It shall be the duty of this committee to raise or cause to be raised, if possible by subscription (filed with and copied into its book of accounts,) by the card and envelope plan recommended by the A. C. C. committee on blanks, by the form of blank for each, as on page 30 of supplement, or otherwise, a sufficient amount of money to meet all the expenses of the church during the year (excepting for real estate), including pastor's salary, sexton's salary, conference fund, and all incidental expenses; and to receive all collections and donations for local church work, for denominational enterprises, for missions, for benevolent purposes, etc.; also to give due credit for all moneys raised and received, and to deposit the same in the hands of the treasurer, taking his receipt.

SEC. 3. It shall be the duty of this committee to make an estimate* of the amount each resident member should annually or periodically pay into the church treasury, according to the obvious circumstances of each and the amount to be paid by the whole church (after deducting all moneys reliably pledged or received from outsiders and non-resident members, from sale of personal property, donations and collections for the church), allowing each member to suggest such corrections of the estimate in his own case as, in the judgment of the committee, justice may demand; allowing him also to designate, if he request it, the particular purposes for which his money shall be used.

SEC. 4. It shall be its duty to employ a suitable sexton for the church, to determine his duties and time of service, and to see that the necessary materials are provided to his hand for the comfort of public worship—such as fuel, oil or gas, stoves, lamps, brooms, brushes, etc., and to make purchases of other personal property for the church when necessary, such as carpets, organ, clock, maps, desk, books, stand, communion set, baptismal gowns, etc., and to see that the same shall be properly cared for.

SEC. 5. It shall be its duty to give orders on the treasurer, officially signed by its secretary, for the payment of all church debts (excepting real estate) when the claims have been made satisfactory; and also for the appropriation of all moneys, made by collections or otherwise, and donated for local church

*The following method of preparing an assessment table will be found useful: Take \$1.00 as the lowest amount any member should pay. Reckoning from this as a base, set down the estimated share of each. Add all together, and then find what per cent each share is of the sum of all the shares. This per cent can then be applied to any amount to be raised and the share of each obtained. Apply the per cent to the amount to be raised, after deducting all other reliable helps. The table should be adjusted annually to the circumstances of each, and the increase or decrease of the membership. [RULE—Multiply each share by 100, and divide by the sum of all the shares. The quotient will be the required per cent.]

work, denominational enterprises, benevolent purposes, etc., as directed by the church in its collective capacity.

SEC. 6. It shall be its duty to keep a true and just account between the church and all its debtors and creditors (excepting for real estate), and report to the church quarterly, giving a correct account of all the money collected and deposited in the treasury by the committee, and from what source, the amount ordered out by it and for what purposes; showing the balance on deposit, also the amount of the church's indebtedness, if any, and to whom; the amount due the church, if any, and from whom, showing its financial condition in this department, and to perform such other duties as the church may require.

ARTICLE II.

A Pastoral Committee, consisting of members of the church, who shall be elected at each annual session of the church, and shall continue in office (excepting for cause) until their successors shall be elected, or their resignation be accepted by the church.

SECTION 1. It shall be the duty of the pastoral committee to appoint one of its number as chairman, and one as secretary of the board.

SEC. 2. It shall be the duty of this committee, as a representative board in behalf of the church, to prayerfully consider the wants of the church and people, and to select to the best of its ability, and employ, if possible, a suitable pastor for the church, when such necessity shall exist; and to see that the pastor faithfully comply on his part with the conditions of the contract, and that he be punctually paid for his services as per agreement.

SEC. 3. It shall be the duty of this committee to report to the church its contract with the pastor, as soon as possible after it has been made, and to certify

to the financial secretary, from time to time, the amount due the pastor as per agreement.

SEC. 4. It shall be its duty, in consultation with the pastor, to determine the hours for public service, and to see that good order be preserved during the same; also to see that strangers are properly seated and cared for during service.

ARTICLE III.

A Spiritual Committee, consisting of the deacons (and elders, if the church have them), and.....other "spiritual" members, who shall be chosen at each annual meeting of the church, to complete the board, and who shall continue in office (excepting for cause) until their successors shall be elected, or their resignation be accepted by the church.

SECTION 1. It shall be the duty of the spiritual committee to appoint one of its number as chairman, and one as secretary of the board.

SEC. 2. It shall be its duty prayerfully to consider and look after the spiritual interests of the church—to see that the members are in fellowship with each other, if possible, and are walking in the ways of holiness and peace. (Gal. 6:1; Eph. 4:1-3, and 5:2.)

SEC. 3. It shall be its duty, as a representative board in behalf of the church, to hear all charges or grievances which may be brought before it by any member or members of the church according to the Gospel; and after a thorough and impartial investigation of any given case, to render its decision according to the best of its judgment in regard to it. (Matt. 18:15-17; I. Cor. 6:4, 5.)

SEC. 4. It shall be its duty to investigate any reliable report of disagreement or ill feeling between members, or of any other disorderly conduct in any member of the church, and if any be thus, or in any other way, "overtaken in a fault" it shall *seek* to restore such in the "spirit of meekness;" but if the

erring brother can not be reformed and restored, the spiritual committee shall then, in behalf of the church, withdraw fellowship from him. (Gal. 6: 1; I. Cor. 6: 4, 5; II. Thes. 3: 6, 14.)

SEC. 5. It shall be the duty of this committee, through its secretary, to report its decisions to the church at the next regular session after they have been severally made, to be adopted or re-committed for final adjustment as the church in its collective capacity shall decide. (I. Cor. 5: 1-5, 13.)

SEC. 5. It shall be its duty, through its secretary, to present to the church all requests for letters of commendation, for the public improvement of ministerial gifts, and for voluntary withdrawal without letter; also to report to the church quarterly all removals by death or otherwise.

SEC. 7. It shall be its duty, in connection with the clerk, to revise the church roll annually, and order such entries as the facts shall warrant.

SEC. 8. It shall be the duty of the spiritual committee, in consultation with the trustees and pastor, to determine what shall be prohibited and what permitted as to the incidental purposes for which the church-house shall be used—such as its use for political speaking, lectures (as to kind), suppers, etc.

SEC. 9. It shall be its duty, through its secretary, to report to the church, at each quarterly session, the spiritual condition of the membership, so far as the committee has been able to learn, and to make such inquiries, requests and suggestions as shall lead to a deeper spiritual interest among the members.

[NOTE.—1. Sub-committees may be appointed by any of the boards to assist them in their respective duties. 2. Committee meetings may be held at the call of the charmen of the respective boards.]

ARTICLE IV.

Confidential Delegates or Messengers, consisting of as many members as the Conference will admit to seats in its sessions, who shall be elected at each an-

nual session of the church, and shall continue in office (excepting for cause) until their successors shall be elected, or until their resignation be accepted by the church.

SECTION 1. It shall be the duty of these delegates to represent the membership and *will* of the church permanently in Conference, and to attend, if possible, all its sessions.

SEC. 2. It shall be their duty to convey to Conference the annual church report and Conference fund, and to carry out the instructions of the church by their *united action* in Conference; but beyond this, each delegate shall be left free to act according to his own best judgment for the general good of all concerned.

SEC. 3. It shall be their duty to report, at the next session of the church after their return, what the Conference requires of, and what it promises to the church, together with such other matters as may concern the two bodies in their mutual relations.

[NOTE.—1. These delegates may be sometimes wisely chosen from the pastoral committee. 2 Official vacancies (excepting pastoral) may be filled by the church at any regular session.]

ARTICLE V.

Special Committees may be raised at any regular session of the church.

SECTION 1. The duties of all special committees shall be respectively assigned them by the presiding officer upon their appointment.

ARTICLE VI.

Any resident member, known to have absented himself from the public services of the church..... year. ., reckoning from any session, or known to have refused to bear his part of the financial obligations of the church, as determined by the financial committee, during the same period, without giving it a reasonable excuse when required, shall be reported to the spir-

itual committee for disorderly conduct.* (Heb. 10: 24, 25; I. Cor. 16: 1-3.)

ARTICLE VII.

Any non-resident member who can not well attend the services of the church, can have his name remain on the church roll only by reporting favorably to the clerk or financial secretary (by letter or otherwise), at least once every.....year., reckoning from one annual session to another, and sending with said report, if possible, an acceptable contribution for the church treasury, as the Lord requires. (I. Cor. 16: 1-3.)

ARTICLE VIII.

Aid societies by whatever name designated, may be formed at any time by the church, to work in harmony with the foregoing regulations.

ARTICLE IX.

CONDITIONS OF AMENDMENT.

SECTION 1. The foregoing "Prudential Regulations," or any part of them, may be annulled or amended by a two-thirds affirmative vote of the members present and voting at any regular session of the church, so far as *its use* of them is concerned, notice having been publicly given of the same at any two previous regular sessions.

SEC. 2. Amendments should be written or printed by the clerk on the blank leaves in the supplement for the use of each member, after which the books should be returned to their respective owners.

SEC. 3. The Article or Section amended should be appropriately referred to in the supplement; and the fact of amendment and page of supplement on which it may be found should be noted in the margin of the book opposite the Article or Section amended.

* Whether a member is resident or non-resident, and whether he has complied with all the obligations in Articles VI. or VII., as the case may be, shall be determined by the financial committee; and if he has not, he shall then be reported to the spiritual committee for disorderly conduct.

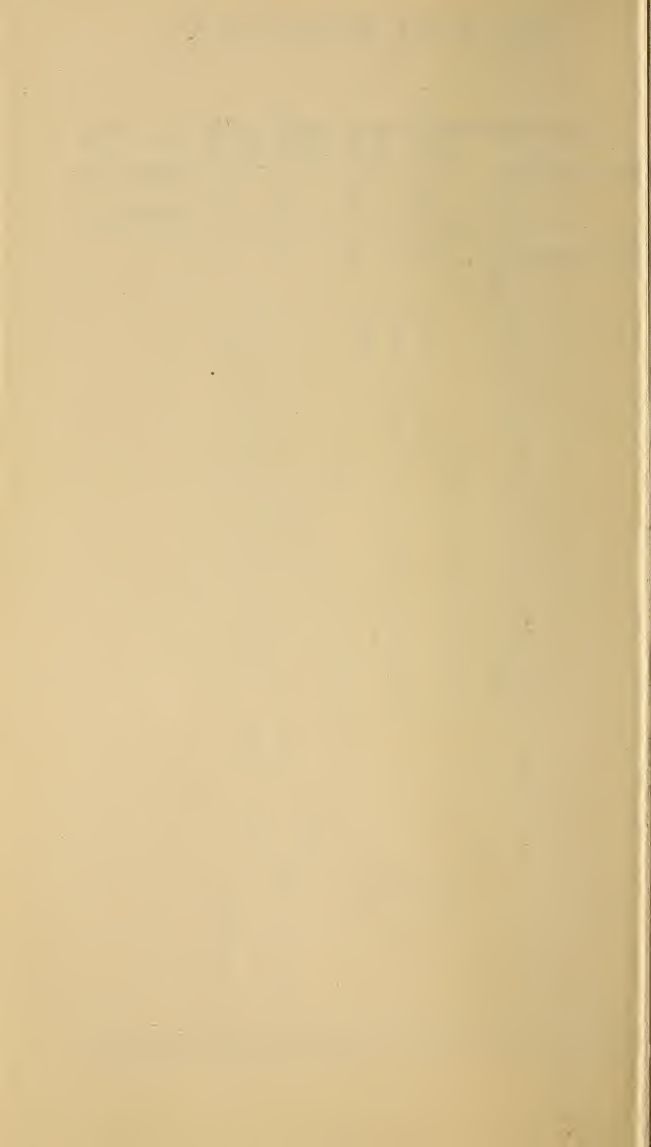


<p><i>Subscription of.....</i></p> <p><i>.....to Pastor's salary</i></p> <p><i>for the year ending.....18...</i></p> <p align="center"><i>Amount, \$</i></p> <div style="border: 1px solid black; width: 150px; height: 60px; margin: 0 auto;"></div> <p align="center">18 Pd. \$</p> <p align="center">18 Pd.</p> <p align="center">18 Pd.</p> <p align="center">18 Pd.</p> <p align="right"><i>Due</i></p>	<p>.....18....</p> <p><i>I promise to pay, in quarterly installments,</i></p> <p><i>to the order of the Financial Secretary of the</i></p> <p>.....Church at.....</p> <p><i>County of....., State of.....</i></p> <p>.....$\frac{\quad}{100}$ Dollars,</p> <p><i>to be applied on Pastor's salary for the year ending</i></p> <p>.....18.... Interest at 8 per cent</p> <p><i>from maturity of last installment.</i></p> <p align="right"><i>Signed</i></p>	<p align="center">1ST INSTALLMENT.</p> <p>.....18... Paid \$.....</p> <p align="center">2ND INSTALLMENT.</p> <p>.....18... Paid \$.....</p> <p align="center">3RD INSTALLMENT.</p> <p>.....18... Paid \$.....</p> <p align="center">4TH INSTALLMENT.</p> <p>.....18... Paid \$.....</p> <p align="right"><i>Due.....18.... \$.....</i></p>
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The above forms a leaf of a book of blanks which each church should provide for its own use.

SUPPLEMENT.

Embracing miscellaneous amendments and notes,
made by thechurch, in
.....county, in
the state of.....

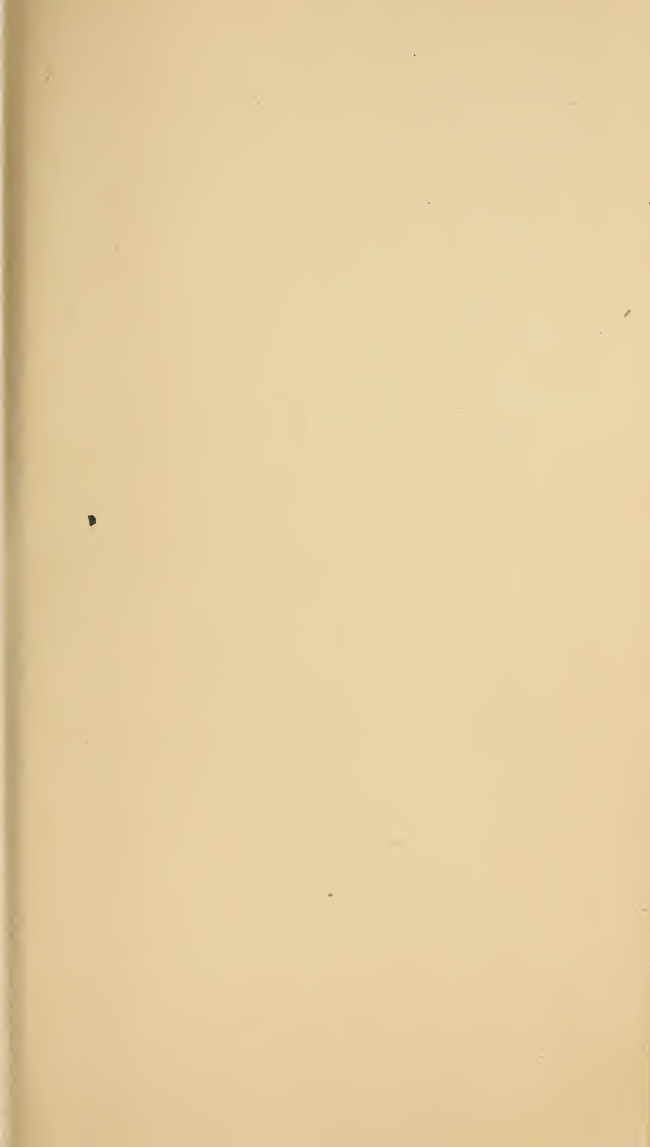


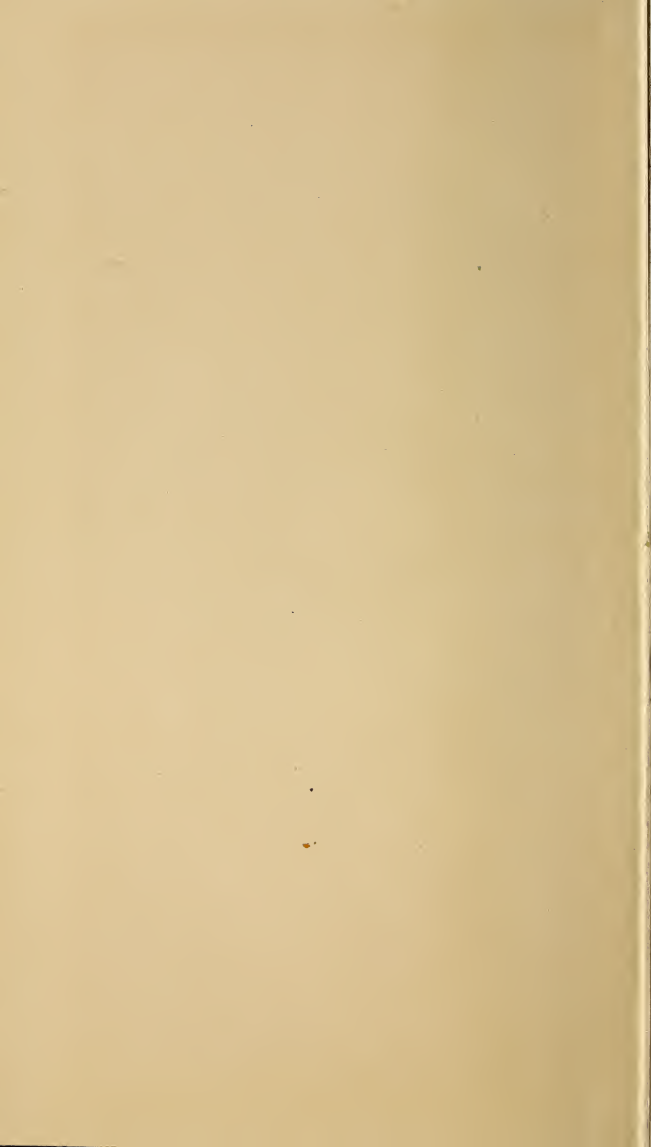


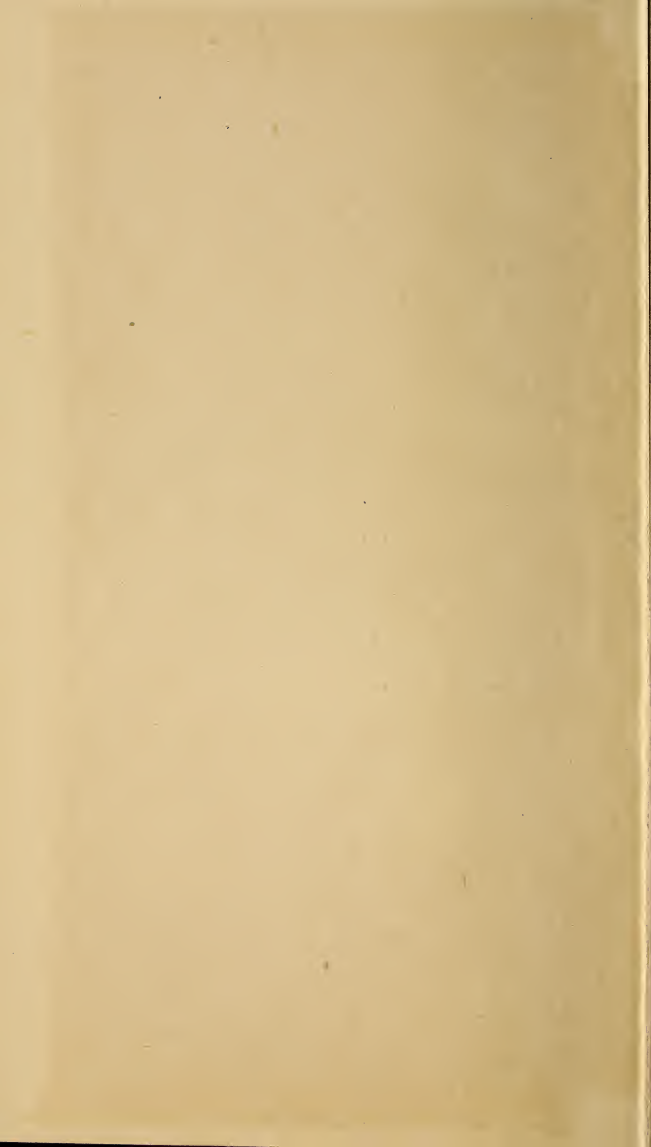












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